

Biological Substances, Category B Packaging and Shipping Checklist

December 1, 2006

DOT Regulation 49CFR Part 173.199 and USPS, 39CFR part 111, section 8.10 (Domestic Mail Manual 601 Mailability, Section 10.17.5) for Biological Substances, Category B have harmonized. These substances if shipped by mail must be sent as First Class, Priority, or Express Mail. Other shippers such as the Metro Courier, FedEx, DHL, UPS, etc. may also be used.

Primary Receptacle

- ☐ The primary receptacle must be leakproof with a volumetric capacity of not more than 500 ml (16.9 oz), or siftproof with a capacity of not more than 500g (1.1 lbs).
- ☐ Specimen container must be sealed (it is recommended that sturdy tape or Parafilm be used if a positive seal cannot be made, e.g. if Vacutainer seal has been broken or if a screw cap tube is being used), watertight, and cushioned.

Secondary Container (maximum volume 1000 mls)

- ☐ Must be leakproof and siftproof.
- ☐ Adequate absorbent material must be placed in the secondary and primary container in case of leakage. There must be enough absorbent material to absorb the entire contents of the specimen container(s).
- ☐ Add additional cushioning material inside of secondary container to ensure the primary receptacle does not break.
- ☐ An itemized list of contents or test requisition should be placed outside of the secondary packaging.
- ☐ An International Biohazard symbol is required by the USPS.

Outer Package

- ☐ Secondary containers must be enclosed in a rigid outer container. Outer package for liquid specimens should not exceed 4L capacity. Outer package for dry specimens should not exceed 4kg (8.8 lbs) capacity.
- ☐ Place the test requisition or itemized list between secondary container and outer packages and cushioning to prevent movement of secondary container.
- ☐ Complete the names and addresses of the shipper and consignee. The shipper must provide a name and phone number for a responsible party of the shipment.
- ☐ Attach a UN3373, Biological Substance, Category B diamond label (50mm x 50mm) to the outside of outer package. This label should be either on the address side of the label or front of the box. (This may be a preprinted mark on the shipper.)

*****Note: For shipments by aircraft, primary receptacle or secondary packaging must be capable of withstanding a minimum of 95 kPa (14 psi) of pressure and a temperature range of -40° F to +131°F.**